

**Early Childhood Development and Health Board - Nominees
Meeting Minutes
January 23rd, 2007**

A regular meeting of the Early Childhood Development and Health Board (Nominees) convened on January 23rd, 2007, at 8:30 a.m., at the Executive Tower, 1st floor conference room, 1700 W. Washington, Phoenix, Arizona, pursuant to A.R.S. § 38-431.02, notice having been duly given. Present and absent were the following members of the Early Childhood Development and Health Board (Nominees):

Members present:

Nadine Basha
Rhian Evans Allvin
Pamela Powell
Gary Pasquinelli
Paul J. Luna
Eugene W. Thompson
Cecil B. Patterson
Jack Jewett
Vivian Juan–Saunders

Ex-Officio Members

Present:

Tracy L. Wareing
Karen Woodhouse
(designee) for Sup't.
Horne
Anthony Rodgers
Susan Gerard

Members absent:

Guests:

Patty Briggs
Naomi Karp
Cheryl Foster
Mary Lamm
LaVonne Douville
Gerry Cobb
Janita Gordon
Erin Daga
Leslie Andrews
Bruce Liggett
Connie Shorr
Josh Allen
Nancy Oyen
Susan Segal
Jennifer Pollock

Staff:

Irene Jacobs
Karen Ortiz
Alicia Smith
Donna Migliore
Jennifer Johnson
Melody Fowler
Gail Spry

All members present

I. Welcome – Irene Jacobs

The meeting of the Early Childhood Development and Health Board was called to order at 8:45 a.m. by Irene Jacobs, acting Interim Director.

Irene mentioned the upcoming Foundation Roundtable that is being held today.

Board members absent from last evening's meeting were asked to introduce themselves.

Vivian Juan-Saunders, Chairwoman of the Tohono O'odham Nation and Jack Jewett, Tucson Medical Center introduced themselves.

Irene announced that Dora Vasquez from Boards and Commissions would be giving an overview of the administrative issues.

Irene gave a brief overview of today's agenda and reminded members that all meetings must follow the open meeting law.

II. Board Business – Irene Jacobs/Dora Vasquez

As this is a new Board, there initially will be staggered terms of 2 years, 4 years, and 6 years and as this is a nine-member Board there will be three members in each of the terms.

The Board members selected the following terms:

2- year terms:

Jack Jewett
Cecil Patterson
Paul Luna

4- year terms:

Pamela Powell
Gary Pasquinelli
Vivian Juan-Saunders

6- year terms:

Gene Thompson
Nadine Basha
Rhian Evans Allvin

Motion to accept these terms made by Cecil Patterson and seconded by Rhian Evans Allvin.
Motion passed.

The next item for discussion was the election of a Board Chair.

Rhian suggested the two issues for discussion were appointment of a Board Chair and procedures for electing a Board Vice-Chair.

Jack Jewett stated that the Board of Regents elects a chair annually and Nadine Basha suggested that the Board use a hybrid of the process used by the Board of Regents and the Board of Education.

Jack made a motion to nominate Nadine Basha as the Chair. Rhian Evans Allvin seconded.
Motion passed.

Nadine Basha chaired the meeting from this point on.

Paul Luna spoke in favor of a leadership structure which was multi-year that would include a vice chair position. It was suggested that this issue be addressed at a later meeting.

Irene Jacobs introduced Dora Vasquez, from Boards and Commissions, who reviewed the confirmation process with the Board members.

Nadine Basha asked when the Senate confirmation packet would be submitted to the Senate. When packets are completed they will be forwarded.

Nadine thanked Dora for her assistance in providing direction on these processes to the Board.

Irene Jacobs reviewed the informational binder assembled for the Board by the State School Readiness Board.

Discussion of the open meeting law ensued and Nancy Oyen clarified that correspondence should be routed through staff and not sent from Board member to Board member.

Sue Gerard asked that a representative of the Attorney General's office be at the next meeting to answer some technical questions and this was placed on the list of agenda items for the next meeting. The Board is also allowed to contact the Attorney General's office directly with any questions.

The next order of business was discussion of the process of hiring an Executive Director.

Currently the State School Readiness Board staff is providing administrative support. This will continue until the Board hires its own staff.

It was suggested that an Interim Executive Director be hired to work on the administrative details and infrastructure.

Rhian Evans Allvin suggested that the Board forward a few names to be discussed for this position, and that there be a small committee of members to drive this selection process. Paul Luna suggested a decision be made on whether the Board hires a full-time interim, or whether a part-time consultant is used. A decision on the structure and flexibility will also be needed.

Nadine Basha suggested the need for a full time person to do the interim duties. Elliot Hibbs and Linda Cannon were mentioned as potential people for the position. The process to hire a permanent Executive Director could take six months to a year and the Board needs to progress quickly in creating a governance structure.

Vivian Juan-Saunders inquired as to the budget for hiring and employing the Interim and future permanent Executive Director. According to Nadine Basha, at this point there is no precedent, the money is accumulating, and procedures must be created for passing the funds to this Board. There are accounts set for certain costs and the Board can also borrow from the State if needed.

Paul Luna expressed his opinion that an Interim Executive Director who knows state government, revenue etc. would be invaluable. Tracy Wareing offered assistance from Department of Economic Security for administrative support to the Board.

Nadine Basha mentioned the recent Smart Start search for an Executive Director and that the Board might tap into that resource list for possible names for the permanent Executive Director.

Nadine requested that Jack Jewett chair the group developing the plan and criteria for the Executive Director position, and Jack accepted. Cecil Patterson, Paul Luna, Gene Thompson, Tracy Wareing and Sue Gerard will be members of this committee.

Rhian Evans Allvin clarified that the Early Childhood Development and Health Board is the steward of the funds. The Board must follow state procurement laws.

Meeting recessed at 10:45 a.m. for a short break before Steve Lynn discusses the transition plan and timeline.

Reconvened at 10:50 a.m. at which time Nadine introduced Steve Lynn, Chair of the School Readiness Board Transition Team.

III. School Readiness Board (SRB) Transition Plan and Timeline – Steve Lynn

Steve thanked everyone for allowing him to be part of this process. Steve suggested that we hire consultants to do the interim work of an Executive Director and begin the permanent search as soon as possible. He suggested that two people split the initial duties, one to manage administrative tasks and another to deal with policy issues.

Steve stressed the importance of compliance with the open meeting law. As a state agency the Board will have to conduct business in public and must be transparent. He suggested the Board use the Corporation Commission as an example.

Steve gave the following history of the School Readiness Board.

Steve noted that the School Readiness Board has collected a tremendous amount of information for the new Board's use. In response to questions from the Board, Steve suggested that establishment of permanent advisory committees composed of SRB members, could assist the Board in researching and gathering information. The SRB already has policy workgroups in place that have worked on specific policy issues.

Nadine Basha asked Karen Ortiz to discuss the main policy issues that have been addressed by the SRB, such as Quality Rating System, Professional Development and Articulation, and Health Care Initiative. The SRB added a child care licensing committee late last year to make recommendations regarding ADHS regulations.

Vivian Juan-Saunders inquired about the Governor's opinion on the continuance of the SRB, since it was created by Executive Order. Steve Lynn and Irene state that the Governor is awaiting a transition plan.

Paul Luna emphasized that the SRB members want to stay engaged. He recommended the work of the SRB be valued and acknowledged and suggested that a representative from the ECDHB be on the SRB Transition Team to work together to find a transition solution. Cecil Patterson spoke in favor of this idea, which would show the Board's intention to acknowledge the work of the SRB and to look to them for support and assistance during the ECDH Board's development.

A discussion followed about who should be the representative. Pam Powell expressed her interest in serving in this capacity.

Irene Jacobs reiterated the Governor's belief that early childhood education is the foundation and the "P" in P-20. The Governor uses the SRB Action Plan as a road map for setting priorities. It was suggested that the Board use the SRB Action guide the activities of this Board. She suggested that the Board become informed about the philanthropic arm of the Arizona Early Education Funds (AEEF).

Steve congratulated the Board members.

IV. History of Prop. 203 - Rhian Evans Allvin (Handout provided)

Rhian gave an overview of Proposition 203, the timeline of the new Board and the tasks ahead. She acknowledged Scott Bales and Kimberly DiMarchi, the two attorneys who helped draft the language of the initiative.

Rhian mentioned that the Smart Start Model was extremely useful as an example of how an early childhood education system should be put into place.

The Board consists of 9 voting members and 3 ex-officio, non-voting members. It is recommended that the Board consider making the Director of AHCCCS a permanent ex-officio member. According to the Attorney General's office, that addition would have to be passed by the Legislature with a 2/3 vote.

Rhian described the Initiative's revenue stream (100% of tobacco tax goes into account). The money began being collected as of December 7 and is accumulating in an administrative account at ADOA. Currently 100 percent is going into the administrative account.

Josh Allen, Brecon Group, provided clarification on the 10 percent statewide grant funding. The Board has authority starting July 2007 to begin spending money on statewide grants and the 90/10 split goes into effect. The expenditure year will be the same as the State's, from July 1st through June 30th.

Gary Pasquinelli noted that the Board has a fiduciary responsibility and asked about interest accumulation on the money in the account. Proposition 203 states that it is invested per state policy and the State Treasury is responsible for those investments. Clarification of this issue is a possible agenda item for a future meeting.

The delivery system and local community partnerships provide accountability and local flexibility. Monies are distributed to regions based on three categories - children age birth to five, children living at or below poverty levels and discretionary.

This local delivery system is a new concept to Arizona, where most activities occur at the state level. North Carolina is a more evenly distributed state as to population, whereas Arizona has a large urban area. North Carolina also operates as a non-profit, and this Board is a government entity and requires no matching funds.

Rhian mentioned that the Board must submit annual reports to the Governor and Legislature.

Jack Jewett asked whether the SRB statewide assessment could be used to satisfy the report requirement due in December 2007. Karen Ortiz did not think the statewide assessment would be sufficient to satisfy this requirement. There needs to be a decision made by the Board as to what to measure and assess.

Rhian Evans Allvin clarified the role of the Board in designating the local regions and their advisory boards. The AEEF regional partnerships that are already in place will be useful in making these decisions. The community needs assessments currently being used by regional partnerships should be similar, so the information can transfer from one to the other.

Private money may continue to be collected. However, the Board is not a private non-profit organization.

Recessed for lunch at 11:50 a.m.

Reconvened at 12:20 p.m.

V. Technical Assistance Opportunities for Arizona – Gerry Cobb

Gerry congratulated Arizona on the passage of Proposition 203 and said Arizona would be the state the country will be watching.

Gerry Cobb provided an overview of the Smart Start's National Technical Assistance Center (NTAC) grant.

Gerry highlighted some of the lessons learned through assisting other states. Specific guidelines should be provided to partnerships.

Sue Gerard would like to know about best practices and evaluation. Gerry Cobb would offer a consultant on evaluation from The Frank Porter Graham Institute.

It was proposed that the Board move forward with establishing policy work groups, with a Board member serving as chair of each group. Karen Ortiz will forward that information to the Board members at a later date.

VI. Request for Future Agenda Items

Next meeting date will be established in the next 30 days. Meetings will be scheduled around the state.

Agenda items for future meetings:

- Meeting frequency.
- Chair/Vice Chair procedural analysis.
- Overview of regional partnerships.
- Development of an organizational chart with a report from Jack and the Subcommittee on ED/Interim ED.
- Information from DOR on funds that are available and the procedure for operating until funds are available.
- Authority of the Board to establish other entities such as 501(c) 3 organizations.
- Update on Senate confirmation process.
- Background information from the state agencies about their role in early childhood education.
- Hiring of a Public Information Officer.
- Procurement overview.
- Branding/Marketing.

Vivian Juan-Saunders requested that the ECDH Board be an agenda item at Tribal Council meetings as well as the Tribal Education Summit on February 15, 2007. She asked that a representative be present at both.

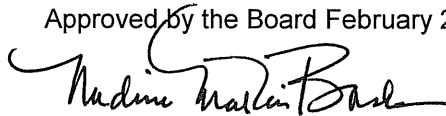
VII. Call to the Public – Nadine Basha

Janita Gordon of the Arizona Community Foundation congratulated the ECDH Board on completing their first two meeting days, and offered the experience and resources of ACF/AEEF to the Board.

VIII. Adjourn

A motion was made by Gary Pasquinelli to adjourn and the motion was seconded by Cecil Patterson. The meeting adjourned at 1:45 p.m.

Approved by the Board February 26, 2007:



Nadine Mathis Basha, Chairman